

**Summit County Combined General Health District
Board of Health Virtual Meeting
Thursday, May 14, 2020 - 5:00 p.m.
Summit Auditorium – Building A**



MINUTES

A. Welcome of Persons Present – Dr. DePompei welcomed Sheila Capone, RN, BSN, Public Health Nurse via Conference Call

B. Call to Order – Dr. DePompei called the meeting to order at 5:02 p.m.

C. Board Member Roll Call:

Dr. Amy Arnold	04/11/2019-12/31/2020	Absent
Patricia Billow	01/01/2018-12/31/2021	Present
Dr. James Boex	01/01/2019-12/31/2022	Present
Todd Burdette	03/21/2017-03/20/2022	Present
Lynn Clark	01/01/2019-12/31/2022	Present
Dr. Kimberly Cook	10/10/2019-03/31/2021	Present
Dominic Cugini	04/01/2019-03/31/2023	Present
Dr. Roberta DePompei	01/01/2020-12/31/2023	Present
Dr. Kristine Gill	01/01/2018-12/31/2021	Arrived After Roll Call
Dan Karant	01/01/2018-12/31/2021	Present
Dr. Gayleen Kolazcewski	01/01/2020-12/31/2023	Present
Dr. Aleksandra Mamonis	01/01/2020-12/31/2023	Arrived After Roll Call
Leon Ricks	01/01/2019-12/31/2022	Absent
Jeffrey Snell	04/01/2018-03/31/2022	Present
Marco Sommerville	01/01/2019-12/31/2022	Arrived After Roll Call
Karen Talbott	01/01/2019-12/31/2022	Present
Sheila Williams	01/01/2018-12/31/2021	Present

Others present: Donna Skoda, Angela Burgess, Tonya Block, Tonia Burford, Sheila Capone, Joanne Emery, Cory Kendrick, Brenda Pickle, Dr. Erika Sobolewski, Tabitha Stearns and Irv Sugerman.

D. Approval of the Minutes of the Regular Board Meeting

Motion by Dr. Boex, seconded by Ms. Williams to approve the Board of Health meeting minutes from April 9, 2020 (See Enclosure.)

Approved by voice vote.

Motion by Ms. Talbott, seconded by Ms. Talbott to approve the Board of Health Special meeting minutes from April 21, 2020 (See Enclosure.)

**Summit County Combined General Health District
Board of Health Virtual Meeting
Thursday, May 14, 2020 - 5:00 p.m.
Summit Auditorium – Building A**



MINUTES

Approved by voice vote.

E. Reading of Schedule E – Late Filings

Motion by Mr. Karant, seconded by Mr. Cugini, to accept Schedule E – Late Filings:

Approve the change of status of Shawna Graubner, from Public Health Nurse, full-time, \$36.04 per hour to Communicable Disease Supervisor, full-time, \$38.26 per hour effective May 25, 2020 (Shawna joined SCPH in January, 2011 and the Akron Health Department in June, 1993 for a total of 27 years in Clinical Health.)

Approved by voice vote.

F. Motion by Ms. Talbott, seconded by Mr. Karant, to adopt Resolution No. 022-20 entitled “Approval of the Consent Agenda, Schedules and all matters on the Consent Agenda”

Schedule A	Personnel
Schedule B	Employee Training and Travel Expenses
Schedule C	Contracts
Schedule D	Finance
Schedule E	Late Filings

G. Health Commissioner’s Report – Ms. Skoda thanked the Board members for their support during the pandemic.

- 1. Ohio Nurses Association Contract Extension – Ms. Skoda advised negotiations were scheduled for September, 2020. An agreement was reached for a one-year contract extension due to COVID-19 with everything the same.**
- 2. Fiscal Report – Ms. Burgess reported the annual single audit was conducted with no findings.**
- 3. Policy and Legislation – No Report.**

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Summit Auditorium – Building A**



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I. Environmental Report

- 1. Motion by Dr. Boex, seconded by Ms. Williams, to approve the Maternity Licensure for Akron Children's Hospital, One Perkins Square, Akron, OH, 44308 (See Enclosure.)**

Roll Call Vote:

**Patricia Billow (Aye); Dr. James Boex (Aye); Todd Burdette (Aye);
Lynn Clark (Aye); Dr. Kimberly Cook (Aye); Dominic Cugini (Aye);
Dr. Roberta DePompei (Aye); Dr. Kristine Gill (Aye); Dan Karant (Aye);
Dr. Gayleen Kolazcewski (Aye); Dr. Aleksandra Mamonis (Aye); Jeffrey Snell (Aye);
Marco Sommerville (Aye); Karen Talbott (Aye); Sheila Williams (Aye.)**

Approved by voice vote.

- 2. Motion by Ms. Clark, seconded by Ms. Williams, to adopt Resolution 023-20 entitled, "Resolution by the Board of Health to promote Minority Health Awareness and support the goals of the National Minority Health Month in April, 2020."**
- 3. 2019 Environmental Health Annual Report (See Enclosure.)**

J. Clinical Health/Medical Director's Report

- 1. Motion by Ms. Talbott, seconded by Mr. Cugini, to adopt Resolution No. 002-20 entitled, "Resolution amending a Clinical Fee Schedule for the Year 2020" effective June 1, 2020.**

Approved by voice vote.

- 2. Communicable Disease Report (See Enclosure.)**
- 3. COVID-19 – Dr. Sobolewski reported 26,357 confirmed COVID cases in Ohio. Summit County has 957 cases with 101 deaths (76 deaths from long-term care facilities.) Current focus is on long-term care facilities and MRDD groups and those with English as a second language.**
- 4. Influenza Report (See Enclosure.)**

**Summit County Combined General Health District
Board of Health Virtual Meeting
Thursday, May 14, 2020 - 5:00 p.m.
Summit Auditorium – Building A**



MINUTES

K. Miscellaneous Business

Motion by Ms. Talbott, seconded by Mr. Karant, to adjourn into Executive Session at 5:40 p.m. to:

- 1. Consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official, or the investigation of charges or complaints against a public employee, official, licensee, or regulated individual pursuant to O.R.C. 121.22(G)(1).**
- 2. Confer with the Board's counsel concerning disputes involving the Board that are the subject of pending litigation pursuant to O.R.C. 121.22 (G)(3).**

Roll Call Vote:

**Patricia Billow (Aye); Dr. James Boex (Aye); Todd Burdette (Aye);
Lynn Clark (Aye); Dr. Kimberly Cook (Aye); Dominic Cugini (Aye);
Dr. Roberta DePompei (Aye); Daniel Karant (Aye); Dr. Kristine Gill (Aye);
Dr. Gayleen Kolazcewski (Aye); Dr. Aleksandra Mamonis (Aye); Jeffrey Snell (Aye);
Marco Sommerville (Aye); Karen Talbott (Aye); Sheila Williams (Aye.)**

Approved by voice vote.

Motion by Mr. Cugini, seconded by Mr. Karant to reconvene from Executive Session at 6:32 p.m.

Roll Call Vote:

**Patricia Billow (Aye); Dr. James Boex (Aye); Todd Burdette (Aye);
Lynn Clark (Aye); Dr. Kimberly Cook (Aye); Dominic Cugini (Aye);
Dr. Roberta DePompei (Aye); Daniel Karant (Aye); Dr. Kristine Gill (Aye);
Dr. Gayleen Kolazcewski (Aye); Dr. Aleksandra Mamonis (Aye); Jeffrey Snell (Aye);
Marco Sommerville (Aye); Karen Talbott (Aye); Sheila Williams (Aye.)**

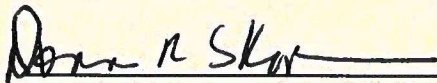
Approved by voice vote.

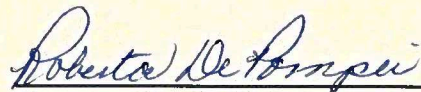
**Summit County Combined General Health District
Board of Health Virtual Meeting
Thursday, May 14, 2020 - 5:00 p.m.
Summit Auditorium - Building A**



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- L. The meeting of the Board of Health adjourned at 6:35 p.m.


Secretary


President

**Summit County Combined General Health District
Board of Health Virtual Meeting
Thursday, May 14, 2020 – 5:00 p.m.
Summit Auditorium**



SCHEDULE A - PERSONNEL

- 1. Approve the recall of Brianna White, part-time, Outreach Specialist, \$18.89 per hour effective April 13, 2020.**
- 2. Approve the recall of Panethong Lynum, full-time, Medical Assistant, \$20.45 per hour effective April 16, 2020.**
- 3. Approve the recall of Megan Sutherland, full-time, Public Health Coordinator, \$32.72 per hour effective May 4, 2020.**
- 4. Approve the appointment of Erika Fickey, Student/Temporary Help/Mosquito and Water Quality Programs, \$13.50 per hour effective May 26, 2020.** *(Erika is currently pursuing her Bachelor of Science degree at Kent State University with a concentration in Conservation Biology. Erika has five years of employment at SCPH as a Mosquito Control Technician. Erika will work as a Mosquito Control Technician performing technical functions in the program.)*
- 5. Approve the appointment of Joseph Wesner, Student/Temporary Help/Mosquito and Water Quality Programs, \$13.50 per hour effective May 26, 2020.** *(Joseph is currently pursuing his Bachelor of Science degree at Kent State University with a concentration in Allied Health. Joseph has one year of employment at SCPH as a Mosquito Control Technician. Joseph and will work as a Mosquito Control Technician performing technical functions in the program.)*
- 6. Approve the appointment of Cory Obendorfer, Student/Temporary Help/Mosquito and Water Quality Programs, \$13.50 per hour effective May 26, 2020.** *(Cory is currently pursuing his Masters of Public Health in Epidemiology at Kent State University. Cory has one year of employment at SCPH as a Water Quality Technician. Cory will work as a Mosquito Control Technician performing technical functions in the program.)*
- 7. Approve the appointment of Summer Ellis, Student/Temporary Help/Mosquito and Water Quality Programs, \$13.50 per hour effective May 26, 2020.** *(Summer recently graduated with a Bachelor of Science degree at The University of Akron with a concentration in Environmental Science. Summer will work as a Mosquito Control Technician performing technical functions in the program.)*

**Summit County Combined General Health District
Board of Health Virtual Meeting
Thursday, May 14, 2020 – 5:00 p.m.
Summit Auditorium**



SCHEDULE A – PERSONNEL

- 8. Approve the appointment of Alexandra Kahn, Student/Temporary Help / Mosquito and Water Quality Programs, \$13.50 per hour effective May 26, 2020.** *(Alexandra recently graduated with a Bachelor of Science degree at The University of Akron with a concentration in Environmental Science. Alexandra will work as a Mosquito Control Technician performing technical functions in the program.)*
- 9. Approve the appointment of Jared Hunter, Student/Temporary Help/ Mosquito and Water Quality Programs, \$13.50 per hour effective May 26, 2020.** *(Jared is currently pursuing his Bachelor of Science degree at The Ohio State University with a concentration in Social Work. Jared will work as a Mosquito Control Technician performing technical functions in the program.)*
- 10. Approve the resignation of Jeffrey Krauss, Informatics Supervisor, effective May 7, 2020.** *(Jeffrey has worked with SCPH in multiple programs since September 2013 for a total of 7 years.)*
- 11. Approve the retirement of Therese Kline, Alcohol/Drug Educator, effective May 31, 2020.** *(Therese has worked with SCPH since October 1994 for a total of 26 years.)*
- 12. Approve the retirement of Marcia Beasley, Clerical Specialist, effective June 30, 2020.** *(Marcia has worked with SCPH in multiple programs since December 2002 for a total of 17 years.)*
- 13. Approve the retirement of Sheila Capone, Public Health Nurse, effective June 30, 2020.** *(Sheila has worked with SCPH since May 1990 for a total of 30 years.)*
- 14. Approve the retirement of Renee Thompson, Administrative Assistant, effective June 30, 2020** *(Renee has worked with SCPH since January 1986 for a total of 34 years.)*

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Board of Health Virtual Meeting
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Summit Auditorium – Building A**



SCHEDULE B – EMPLOYEE TRAINING AND TRAVEL

MAY TRAVEL REPORT 2020

Name of Conference/Training: Lead Experts

Sponsor: Lead Experts

Date Attending: 5/11/2020

Date Returning: 5/15/2020

City: Warrensville Hts.

State: Ohio

Staff Attending: Aaron B. Moore

Grant or General Fund: Grant

Airfare:	Shuttle:	Parking:	Lodging:
Meals:	Registration: \$865	Mileage: \$165.60	Total Cost of Expenses: \$1030.60

Name of Conference/Training: Lead Abatement Contractor Refresher Course

Sponsor: Lianna Development Corporation

Date Attending: 5/12/2020

Date Returning: 5/12/2020

City: Akron

State: OH

Staff Attending: Mike Harrison

Grant or General Fund: Grant

Airfare:	Shuttle:	Parking:	Lodging:
Meals:	Registration: \$225	Mileage:	Total Cost of Expenses: \$225

Name of Conference/Training: Lead Risk Assessor Refresher Course

Sponsor: Lianna Development Corporation

Date Attending: 5/14/2020

Date Returning: 5/14/2020

City: Akron

State: OH

Staff Attending: Mike Harrison

Grant or General Fund: Grant

Airfare:	Shuttle:	Parking:	Lodging:
Meals:	Registration: \$225	Mileage:	Total Cost of Expenses: \$225

MULTIPLE MEETINGS

Name of Conference/Training: Home Visit

Sponsor:

Date Attending: 4/15/2020

Date Returning: 3/31/2021

City: Warren

State: Ohio

Number of Multiple Meetings: 15

Staff Attending: Julie Falter

Grant or General Fund: Grant

Airfare:	Shuttle:	Parking:	Lodging:
Meals:	Registration:	Mileage: \$853.88	Total Cost of Expenses: \$853.88

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Board of Health Virtual Meeting
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Summit Auditorium – Building A**



SCHEDULE C - CONTRACTS

A. Clinical Health

- 1. Adopt Contract No. 138774 authorizing a grant agreement between the County of Summit, Ohio and Summit County Combined General Health District for the operation of a needle exchange program for the year (pending Prosecutor approval for the period of April 1, 2020 through March 31, 2021, in an amount not to exceed \$180,000.00 payable to SCCGHD.)**
- 2. Adopt Contract No. 138776 authorizing an intergovernmental agreement between the County of Summit and Summit County Combined General Health District for project management services funded by Opiate Litigation Settlement Funds (pending Prosecutor approval for the period April 27, 2020 through April 30, 2021 in an amount not to exceed \$160,000.00 payable to SCCGHD.)**
- 3. Adopt Contract No. 138772 authorizing an agreement between Summit County Combined General Health District, serving as administrative agent for Summit County Family and Children First Council and Summit County Juvenile Court for Summit County Juvenile Court's contributions to FCFC Shared Pooled Funding in accordance with the fees, services and conditions stipulated in the contract (pending Prosecutor approval for the period of July 1, 2020 through June 30, 2021 in an amount not to exceed \$131,084.00 payable to SCCGHD.)**
- 4. Adopt Contract No. 138760 authorizing an agreement between Summit County ADM Board and Summit County Combined General Health District for support of the Volunteer Guardian Program (pending Prosecutor approval for the period April 1, 2020 through March 31, 2021 in an amount not to exceed \$100,000.00 payable to SCCGHD.)**

B. Operations and General Supportive Services

- 1. Adopt Contract No. 138765 authorizing an agreement between NACCHO (National Association of County and City Health Officials) and Summit County Combined General Health District for Public Health Safety Teams (PHAST) Pilot Project (pending Prosecutor approval for the period May 1, 2020 through December 31, 2020 in an amount not to exceed \$30,000.00 payable to SCCGHD.)**

**Summit County Combined General Health District
Board of Health Virtual Meeting
Thursday, May 14, 2020 - 5:00 p.m.
Summit Auditorium – Building A**



SCHEDULE C - CONTRACTS

- 2. Adopt Contract No. 138780 authorizing an amended agreement between Summit County Sheriff and Summit County Combined General Health District to provide security services after hours at Fairway and Arlington (pending Prosecutor approval for the period January 1, 2020 through December 31, 2020 in an amount not to exceed \$123,936.00 payable to Summit County Sheriff.)**
- 3. Adopt Contract No. 138781 authorizing an amended agreement between Professor James Moriarty, Ltd. and the Summit County Combined General Health District for the purpose of providing office space for the WIC Program at 542 W. Tuscarawas Avenue, Barberton, Ohio (pending Prosecutor approval for the period October 31, 2017 through December 31, 2020 in an amount not to exceed \$47,500.00 payable to Professor James Moriarty, Ltd.)**

**Summit County Combined General Health
District Board of Health Virtual Meeting
Thursday, May 14, 2020 @ 5:00pm
Summit Auditorium - Building A**



SCHEDULE D - FINANCE



SUMMIT COUNTY PUBLIC HEALTH

Monthly Cash Statement As of April 2020

<u>Cash Receipts</u>	<u>General Fund</u>	<u>Special Revenue</u>	<u>Total</u>
State Subsidy	\$242,139	\$0	\$242,139
Environmental Health Fees	\$1,541,932	\$2,081	\$1,544,013
Vital Statistics	\$236,286	\$0	\$236,286
Personal Health Services	\$282,250	\$72,406	\$354,656
Miscellaneous Receipts	\$141,151	\$857	\$142,008
Federal Funds Reimbursement	\$8,527	\$3,978,490	\$3,987,017
Local Contracts (Including Akron)	\$1,372,480	\$396,305	\$1,768,785
State Fees	\$413,287	\$0	\$413,287
Rental of Property	\$33,154	\$0	\$33,154
Local Taxation	\$1,615,338	\$0	\$1,615,338
TOTAL CASH RECEIPTS	\$5,886,544	\$4,450,139	\$10,336,683
<u>Cash Disbursements</u>	<u>General Fund</u>	<u>Special Revenue</u>	<u>Total</u>
PERS/Workers Comp/Medicare	\$259,598	\$270,303	\$529,901
Health Benefits	\$333,929	\$332,004	\$665,933
Travel	\$43,984	\$17,974	\$61,958
Supplies	\$141,799	\$257,955	\$399,754
Contracts Services/Repairs	\$1,344,266	\$1,235,085	\$2,579,351
Building Rental	\$10,100	\$39,446	\$49,546
Advertising and Printing	\$6,860	\$8,965	\$15,825
Other Expenses	\$14,891	\$224,990	\$239,881
Equipment	\$36,716	\$22,991	\$59,707
Remittance to State	\$531,235	\$0	\$531,235
Nuisance Abatement Expense	\$750	\$0	\$750
Debt Service-Building	\$100,261	\$0	\$100,261
Client Services	\$379	\$10,870	\$11,249
Salaries	\$1,703,873	\$1,793,335	\$3,497,208
TOTAL CASH DISBURSEMENTS	\$4,528,641	\$4,213,918	\$8,742,559
RECEIPTS LESS DISBURSEMENTS	\$1,357,903	\$236,221	\$1,594,124
Transfers/Advances-In	\$0	(\$396,624)	(\$396,624)
Transfers/Advances-Out	\$0	\$396,624	\$396,624
Reserve for Encumbrances	\$7,601,986	\$3,497,520	\$11,099,507
FUND BALANCE	\$8,959,889	\$3,733,741	\$12,693,631



Summit County Public Health

General Fund Executive Summary

April 2020 Financial Report

	<u>2019 YTD</u> <u>Actual</u>	<u>2020 YTD</u> <u>Actual</u>	<u>2019 vs 2020</u> <u>YTD Variance</u>
<u>Cash Receipts</u>			
Local Taxation	1,615,338	1,615,338	0
State Subsidy	101,883	242,139	140,256
Environmental Health Fees	1,574,663	1,541,932	(32,731)
Vital Statistics	184,322	236,286	51,964
Personal Health Services	257,647	282,250	24,603
Miscellaneous Receipts	51,805	141,151	89,346
Federal Funds Reimbursement	24,148	8,527	(15,621)
Local Contracts (Including Akron)	737,852	1,372,480	634,628
State Fees	365,796	413,287	47,491
Rental of Property	48,395	33,154	(15,242)
Sale - Real Property	1,414,837	0	(1,414,837)
TOTAL CASH RECEIPTS	6,376,686	5,886,543	(490,143)
<u>Cash Disbursements</u>			
Salaries	1,782,528	1,703,873	(78,655)
PERS/Workers Comp/Medicare	272,070	259,598	(12,473)
Health Benefits	343,204	333,929	(9,275)
Travel	38,412	43,984	5,572
Supplies	154,404	141,799	(12,606)
Contracts Services/Repairs	569,431	1,344,266	774,834
Building Rental	2,113	10,100	7,988
Advertising and Printing	1,598	6,860	5,262
Other Expenses	15,119	14,891	(229)
Equipment	52,081	36,716	(15,365)
Remittance to State	501,969	531,235	29,266
Nuisance Abatement Expense	0	750	750
Debt Service-Building	134,509	100,261	(34,248)
Client Services	7,068	379	(6,689)
TOTAL CASH DISBURSEMENTS	3,874,507	4,528,641	654,133
RECEIPTS LESS DISBURSEMENTS	2,502,179	1,357,903	(1,144,276)
Transfers/Advances-In (Receipts)	0	0	0
Transfers/Advances-Out (Disbursements)	0	0	0
Reserve for Encumbrances	6,310,704	7,601,986	1,291,282
FUND BALANCE	8,812,883	8,959,889	147,006